

PRIVACY PROTECTION POLICY OF

**MOOTS, PELLEGRINI, MANNION,  
MARTINDALE & DRATCH, P. C.**

TO COMPLY WITH P.A. 08-167

**IT IS THE POLICY OF MOOTS, PELLEGRINI, MANNION, MARTINDALE & DRATCH, P. C. TO PROTECT THE PRIVACY OF OUR CLIENTS. WE DO NOT DISCLOSE ANY NON-PUBLIC PERSONAL INFORMATION ABOUT YOU TO ANYONE FOR ANY PURPOSE THAT IS NOT SPECIFICALLY PERMITTED BY LAW.**

**We make reasonable efforts to restrict access to non-public personal information about you to those employees who need to know that information in order to provide products or services to you. We make reasonable efforts to train those employees to protect the privacy of our clients. We maintain physical, electronic, and procedural safeguards that comply with federal and state law to guard your non-public personal information.**

It is the policy of this law firm to:

- Protect the confidentiality of social security numbers and non-public personal information;
- Prohibit the unlawful disclosure of social security numbers and non-public personal information; and
- Limit access to social security numbers and non-public personal information.